

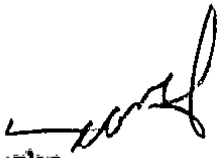
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23 SEP 1965


 The Honorable Leonard Marks
 Director
 United States Information Agency
 Washington, D. C. 20547



 Dear Mr. Marks:

The Central Intelligence Agency regularly conducts a Midcareer Executive Development Course for officers who have been selected as most likely to assume positions of senior responsibility in the Agency at some time in the future. We would like to invite you to address the members of the present group on Thursday, 21 October 1965, at 3:30 p.m.

In brief, the Midcareer Executive Development Course is designed to provide the participants with new insights, deeper knowledge, and wider perspective. The thirty officers attending the Course are in grades GS-13 and GS-14 and have had substantial experience with the Central Intelligence Agency. For the latter third of the six weeks' Course the focus is upon trends and developments in world affairs and on efforts of the U.S. Government to develop and use its influence effectively. We would like very much to have our Midcareerists hear a presentation on the work of the United States Information Agency and the interrelationship of its programs to those of other Government agencies. Your observations as the new Director of the United States Information Agency would be most interesting and valuable to our officers.

The Midcareer Executive Development Course is conducted at 1000 North Glebe Road, Arlington, Virginia. We hope that you can spend about an hour and a half with the Midcareerists devoting an hour to your address and the balance of the time to a question period. The Course Chairman,  will contact your office to discuss additional details if your schedule will permit you to accept our invitation.


ORIGINATOR:


 Director of Training

Date

20 Sept. 65

Sincerely,


 Richard Helms
 Deputy Director

Distribution:

0 & 1 - Adse
 1 - Signing
 Official
 1 - ER
 2 - DD/S
 2 - DTR

CONCUR:


 Deputy Director for Support

Date

22 Sept. 65

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Letter Inviting Leonard Marks to Address the Midcareer Course

FROM:

Director of Training
819 1000 Glebe Rd.

NO.

DIR 4238

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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FORWARDED

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22 SEP 1965

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Executive Registry
7E12 HQ

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